

DRAFT PROPOSED COUNCIL STUDY ISSUEFor Calendar Year: 2006New X

Previous Year (below line/defer) _____

Issue: Consider the Effectiveness and Efficiency of the Recreation Fee Waiver Program**Lead Department:** Parks and Recreation**General Plan Element or Sub-Element:** Recreation Sub-Element**1. What are the key elements of the issue? What precipitated it?**

On April 5, 2005, City Council reviewed RTC 05-090 that considered options to address a shortfall in the Recreation Fee Waiver Program budget in FY2004/2005. Council asked if the criteria for the program could be modified, so that fee waivers could be directed to specific customer groups. Staff indicated that a Study Issue was being developed to evaluate the effectiveness of the Recreation Fee Waiver Program and that these criteria could also be considered. The key elements of this study will include the following:

- Consider limiting the Recreation Fee Waiver Program to specific segments of the Sunnyvale population, rather than the population at large. For example, the Program could be limited to youth, developmentally disabled persons, seniors and/or other groups or combinations of groups.
- Review existing family income criteria used to establish eligibility for the Recreation Fee Waiver Program and consider additional eligibility criteria that may be more efficiently managed.
- Review the annual maximum fee waiver amount given to eligible Sunnyvale residents discuss whether or not the amount should be adjusted.
- Consider whether or not the annual amount should be adjusted yearly for inflation or to address years of positive or negative economy of Sunnyvale.
- Consider Sunnyvale residency requirements and appropriate documents used to ensure that only residents are served by the Recreation Fee Waiver Program.
- Consider types of programs and activities eligible for fee waivers.

2. How does this relate to the General Plan or existing City Policy?

Sunnyvale General Plan, Recreation Sub-Element:

- Policy 6.1C4: Provide a system to allow persons who are economically disadvantaged to participate and use programs, facilities, and services.
- Policy 6.1C.4a: Evaluate the effectiveness of the Fee Waiver Program and the criteria to determine eligibility, and make appropriate adjustments.
- Policy 6.1C.4b: Provide pricing advantages to economically disadvantaged individuals for programs, facilities and services.

3. Origin of issue:

Council Member(s): _____

General Plan: _____

City Staff: Department of Parks and Recreation

Board or Commission (identify name of the advisory body from the list below): _____

(Arts, Building of Code Appeals, BPAC, Child Care, Heritage, Housing and Human Services, Library, Parks and Recreation, Personnel and Planning)

Board or Commission ranked this study issue _____ of _____

Board or Commission ranking comments:

4. Multiple Year Project? Yes__ No X Expected Year Completed 2006

5. Estimated work hours for completion of the study issue (use 5 or 8-hour increments):

(a) Estimated work hours from the lead department 160

(b) Estimated work hours from consultant(s) if applicable: _____

(c) Estimated work hours from the City Attorney's Office: 10

(d) Estimated work hours from Finance: 20

(e) Estimated work hours from other department(s):

Department: _____

Department: _____

Department: _____

Total Estimated Hours: 190

6. Expected participation involved in the study issue process?

(a) Does Council need to approve a work plan? Yes ___ No X

(b) Does this issue require review by a Board/Commission? If so, please list below: Yes X No ___

Parks and Recreation Commission and Arts Commission

(c) Is a Council Study Session anticipated? Yes ___ No X

(d) What is the public participation process?

Both the Parks and Recreation and the Arts Commissions will conduct public hearings on this item.

7. Cost of Study: Please mark appropriate item below.

X Costs covered in operating budget - Program 642 Recreation Services for Children, Teens, Seniors, Disabled and Economically Disadvantaged; and, Program 601 Parks and Recreation Management.

___ Costs covered by project - <project name>

___ Budget modification needed for study - <\$ Amount>

Explain below what the additional funding will be used for:

8. Potential fiscal impact to implement recommendations in the Study approved by Council, if any:

CONSIDER THE EFFECTIVENESS AND EFFICIENCY OF THE RECREATION FEE WAIVER PROGRAM

Mark a range for the items below:	\$500 or none	\$50K or less	\$51K - \$100K	\$101K - \$500K	\$501K or more
Capital expenditure range	X				
Operating expenditure range	X				
New revenues/savings range		X	X		
Explain impact briefly: The primary purpose of the study is to reexamine the criteria used to determine eligibility for the Recreation Fee Waiver Program. Depending on the criteria that are approved costs could increase, remain the same or decrease.					

9. Staff Recommendation for this calendar year:**“For” Study X Explain:**

For many years the City’s Recreation Fee Waiver Program has been an important safety net for low income families. Currently the majority of fee waivers are issued to allow Sunnyvale children and teens the opportunity to participate in a wide variety of recreation, enrichment, sports and arts classes and activities. However, many adults and seniors also receive waivers.

Use of the Recreation Fee Waiver Program fluctuates widely from year to year and does not appear to follow any particular trend. Given the City’s current fiscal situation and status of the Community Recreation Fund, there is a possibility that the City may not have the resources available to continue the Recreation Fee Waiver Program at its current level. It appears to be an appropriate time to review the existing program and examine related criteria and expenditures so that appropriate future levels of support may be provided for the community.

“Against” Study ____ Explain. If staff suggests that this study should not be considered again in the future or deferred at this time, please include this in your explanation:

No Recommendation ____

Note: If staff’s recommendation is “for study” or “against study”, the Director should note the relative importance of this Study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.

Reviewed by

Department Director

Date

Approved by

City Manager

Date